



**State of New
Hampshire
Department of
Education**

101 Pleasant Street
Concord, NH 03301
(603) 271-3494 or
1-800-339-9900
TDD: 1-800-735-2964
Fax: (603) 271-1953
www.education.nh.gov

For more information
please contact:
Lori Temple
Public Information Officer
(603) 271-6646 or
Lori.Temple@doe.nh.gov

Messages From the Department of Education

November 2014

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ACCOUNTABILITY, ASSESSMENT, INSTRUCTION, AND SCHOOL IMPROVEMENT

A. Testing Window for Spring 2015 Smarter Balanced Assessment Administration

The Smarter Balanced Assessment Testing Window will open statewide on Monday, March 16, 2015. The window is 12 calendar weeks and will end on Friday, June 5, 2015. All assessments must be completed by grade spans within the 12 week window; however you do not need to take the whole 12 weeks if you are able to test in a shorter span using the overlapping week schedule described below. The grade spans within the window are:

- Grades 3 & 4 during weeks 1-6
- Grades 5 & 6 during weeks 3-8
- Grades 7, 8, & 11 during weeks 5-12

Makeup assessments will occur during the appropriate window. Each school district will determine, based on their own calendar, when they can begin testing and their testing schedule. It is important, however, that grades 3-8 have completed at least 66% of instructional days prior to beginning testing and Grade 11 must have completed 80%.

Additionally, districts need to let Scott Mantie know by December 1, 2014 if they have no option but to administer the paper and pencil version of the Smarter Balanced Assessment.

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

B. Smarter Balanced Assessment Consortium

The Smarter Balanced Assessment Consortium has released their field test summary report. Smarter Balanced “Tests of the Test” Successful: Field Test Provides Clear Path Forward provides a summary of the high-level findings from surveys conducted by 13 Smarter Balanced member states. The following topics are covered in the report:

- The technology readiness of states, districts, and schools;
- The readiness of test administrators and proctors to properly deliver the assessments;
- The student assessment interface and embedded tools, supports, and accommodations;
- The functioning of new item types;
- The rigor of the assessments and degree to which items and tasks reflected what students had learned class (instructional alignment); and
- The functioning of the Smarter Balanced assessment delivery system and help desk.

A copy of the report can be found at www.smarterbalanced.org/smarter-balanced-assessments/computer-adaptive-testing (last link at the bottom of the page).

In addition, the Consortium has put together two new communication documents to assist schools:

1. Smarter Balanced and Teachers: Preparing Students for Success (www.smarterbalanced.org/k-12-education/teachers, Download the Teacher Factsheet, at the bottom of the page)
2. Creating a Computer Adaptive Test (www.smarterbalanced.org/smarter-balanced-assessments/computer-adaptive-testing, last link, Download the CAT Factsheet)

The NH Department of Education encourages all educators, parents and policymakers to review these documents for helpful information.

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

CERTIFICATION

A. HQT Data in the Educator Information System

The classes which are taught by teachers who are Not-HQT in that subject area (2013-14) will be included in counts sent to the US Department of Education. Some districts still need to work on cleaning up the 2013-2014 data for federal reporting. It is important to check the report in EIS and determine why teachers are not verified as HQT for all of the core content classes they teach. Click on the yellow star at the top of the screen in EIS to see the not-HQT classes list. Thank you to the people who have been diligent about monitoring these lists. If there are problems, please email the educator ID(s) to Ginny.

Contact: Ginny Clifford, (603) 271-4196, Virginia.Clifford@doe.nh.gov

DATA

A. Fall Reports

The following reports should be entered into the ESS system (using the myNHDOE Single Sign On System) and then printed, signed, and forwarded to Data Management. Reminder, they were due by October 15, 2014.

- Class and Staffing Form (A 12B)
- Central Office Personnel (A 12D)
- District Level Home Schooled Count (A 12E)
- Teacher Attainment and Average Salary (A 12F)

Contact: Sandy Hyslop, 271-2831 or Sandy.Hyslop@doe.nh.gov

B. i4see Reporting

- a) As soon as the BOY (Beginning of Year) file has been certified, and the F&R students have been “Batch Verified” on the i4see workbench, please sign and send to the Bureau of Data Management the report “Public Fall Enrollment Sign Off (including F&R).” Any questions or problems with this report should be sent to i4see.help@doe.nh.gov.

Just a reminder that Course Submissions and Student Class Submissions were due on October 15. These should represent the courses your teachers are teaching and the students enrolled in those courses.

- b) **Finishing up 2012-2013 EOY**

If you have not already done so, Superintendents should print, sign and send the two final ADM reports: “ADM Report” and “EOY Determination Sign Off” from the i4see Workbench.

Contact: Sandy Hyslop, 271-2831 or Sandy.Hyslop@doe.nh.gov

C. PerformancePLUS Update**a) PerformancePLUS Data Use Conference (Save the Date: December 12, 2014)**

Mark your calendars now and plan to join the NH DOE Data Coaches as they share their expertise and insights into using student data to inform instruction. Learn more about:

- building data teams in your school(s);
- using PerformancePLUS to analyze data; developing student individual learning plans;
- creating local assessments using a content library;
- and other informative breakout sessions.

This conference is being held at Keene State College.

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov or Susan.Hodgdon@keene.edu

b) Need Assessment Help?

The NHDOE data team can help you develop local NH College and Career Ready Standards aligned common assessments for reading, writing or math. We will work with your school to input the data from those assessments into PerformancePLUS, then guide data teams in their analysis of the data to improve instruction. There is no cost to the schools for this support.

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov

c) Using the STAR Assessment

STAR data is being automatically uploaded into PerformancePLUS. To arrange for your STAR data to be uploaded:

- E-mail support@renlearn.com and request to share your data with NHDOE.
- Add your SASIDs to the Renaissance system so that the data can be uploaded to Performance Plus: Click on the REPORTS link in Renaissance Place to get a CSV file where you can enter students' SASIDs. Once you do that, send it back to the Renaissance tech department and they will update their site so those fields will be in the extract.
- Read the document at this link: <http://nh.eduplanet21.com/community/analyzing-student-data-network/resource/1917/sharing-your-star-assessments-to-the-nhdoe-and-performance-plus>.

d) NECAP Science Results

NECAP Science results (from this past May) are now in PerformancePlus. They can also be found on the DOE Web site at www.education.nh.gov/instruction/assessment/necap/results/science_results14.htm.

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov

GRANTS and REQUESTS FOR PROPOSALS

ALL RFPs Can be Found on the Department Website at
www.education.nh.gov/rfp/index.htm

A. Deaf Education Technical Assistance and Professional Development Initiative

The NH Department of Education (NHDOE), Bureau of Special Education, is seeking proposals from individuals, agencies, or organizations to work in conjunction with the Bureau of Special Education to develop and implement a statewide technical assistance and professional development system designed to increase the implementation of effective practices and enhance outcomes for students who are deaf and hard of hearing and their families. Deadline for Receipt of Proposals: Monday, December 1, 2014.

Contact: Barbara Raymond, (603) 271-3791, Barbara.Raymond@doe.nh.gov

B. Workforce Innovations Opportunity Act (WIOA) Youth Request For Proposals

It is anticipated that two New Hampshire WIOA Youth Request For Proposals (RFP) will be released on November 14, 2014. WIOA's purpose is to better align the workforce systems with education and economic development. The In-School RFP prides support for youth ages 14-21 with services related to drop-out prevention and recovery as well career planning and placement in employment. The Out-of-School RFP provides support for youth ages 16-24 with building a career pathway that includes work-based learning and achievement of a recognized postsecondary credential leading to employment. Non-mandatory Technical Assistance Conferences will be held in four locations: Concord, November 19, 2014; Littleton, November 20, 2014; Portsmouth, December 2, 2014; and Manchester, December 4, 2014.

Contact: Kim Runion, (603) 271-3805, Kim.Runion@doe.nh.gov

INNOVATIONS/INITIATIVES

A. Grant for Mental Health Services (Franklin, Berlin, and Colebrook to Receive Direct Resources)

The New Hampshire Department of Education has received nearly \$10 million from the U.S. Department of Health and Human Services, Office of Substance Abuse and Mental Health Services Administration, to implement Project AWARE (Advancing Wellness and Resilience in Education) over the next five years. These funds were included in the President and Vice President's Now Is the Time plan to increase access to mental health services and make schools safer. The project will serve approximately 4,000 children, youth and families per year (20,000 over five years) and train approximately 700 youth-serving adults per year (3,500 over five years) in partnership with three Local Educational Agencies (LEAs) in New Hampshire (Berlin Public Schools, Franklin School District, and SAU #7). These districts were chosen after meeting the selection criteria and demonstrating readiness to engage in the required activities, as well as willingness to work collaboratively with the state in the development and implementation of the comprehensive plan. More information can be found at www.education.nh.gov/news/aware.htm.

Contact: Mary Steady, (603) 271-3730, Mary.Steady@doe.nh.gov

B. Universal Design for Learning (UDL) Academy: Learning to Design Education That Supports All Learners

The New Hampshire Department of Education (NHDOE) announced a new initiative to help school districts across the State improve their instructional planning and practice using UDL, extending greater educational opportunity to more students in standards-based settings. To accelerate the implementation of UDL in a systemic way, the NHDOE's Bureau of Special Education has contracted with CAST Professional Learning, a nationally recognized education organization, on a three-year project to create a UDL Academy for New Hampshire. The UDL Academy will help districts across the State build capacity to apply UDL principles, especially in literacy instruction. The UDL Academy will employ a hybrid approach to professional learning, combining face-to-face workshops, online course work,

onsite coaching and the development of Professional Learning Communities (PLCs). More information can be found at www.education.nh.gov/news/udl.htm.

- **Workshop**

A one-day workshop to introduce UDL to NH educational leaders and administrators will be held December 9, 2014, at the Grappone Conference Center, Concord, from 8:30 a.m. - 3:00 p.m. Register online at <http://sgiz.mobi/s3/NH2014> (Deadline to register is 12/2/2014 at 4:00 p.m.).

Contact: Mary Lane, (603) 271-3740, Mary.Lane@doe.nh.gov

SPECIAL EDUCATION

A. Surrogate Parent Program

The Educational Surrogate Parent Program, coordinated by the New Hampshire Department of Education, Bureau of Special Education, is a volunteer program designed to provide a child with a disability with an educational surrogate parent to act as the child's educational decision-maker. As the educational decision-maker you would participate in a child's special education team meetings. The NH DOE requires applicants to participate in a nine-hour training, which is offered at no cost to applicants. The training includes information on the special education process and related topics. (Professional Development credits are available for this training). Training Schedule:

- Saturday, November 22, 2014, Portsmouth (9:00 a.m.-5:00 p.m.)
- Saturday, March 14, 2015, Lebanon (9:00 a.m.-5:00 p.m.)
- Saturday, April 11, 2015, Manchester or Keene (9:00 a.m.-5:00 p.m.)
- Saturday, June 6, 2015, Concord, (9:00 a.m.-5:00 p.m.)

Contact: Amy Jenks, (603) 271-3842, Amy.Jenks@doe.nh.gov

TEACHER AND LEADER EFFECTIVENESS

Educator Evaluation System

The DOE is offering a new tool that will help schools manage your educator evaluation process. Using the Educator Evaluation System, you can track the status of evaluations, collect "indicators of effectiveness" (e.g. evidence such as a classroom walkthrough), develop a formal rubric, and manage the overall process. We recognize the data is confidential and

the system is being developed with the understanding that the data is the sole property of the school district and that the NH DOE will not have access to the data. We are currently looking for schools who would like to pilot this new system. You can learn more via a video demonstration of the tool at <http://youtu.be/JbKRerINV8>.

Contact: Irene Koffink, (603) 271-3865, Irene.Koffink@doe.nh.gov or
Mike Schwartz, (603) 271-7455, Michael.Schwartz@doe.nh.gov

Updates

a) New Hampshire Task Force on Effective Teaching : Phase II Report

If you would like additional copies of the New Hampshire Task Force on Effective Teaching: Phase II Report, please contact Karen.Soule@doe.nh.gov as the Department has obtained additional copies based on requests from the field.

b) English Language Learner and Special Education Subcommittee Report

The Special Education/ELL Subcommittee on Educator Effectiveness has recently completed its work and their report is available on the Educator Effectiveness Network under resources, state model. It is also available on the NH DOE Web site at www.education.nh.gov/teaching.

c) We encourage schools and districts to share your educator effectiveness models, your SLO's, other tools that you are using on the NH Networks.

Contact: Karen Soule, (603) 271- 6813, Karen.Soule@doe.nh.gov

TECHNICAL ASSISTANCE ADVISORY

A. Smarter Balanced Assessment Testing Window

The NH DOE has issued a technical assistance advisory pertaining to the Smarter Balanced Assessment Testing Window. This advisory, as well as previous advisories, can be found on the Department's Web site at www.education.nh.gov/standards/tech_advisories.htm.

Contact: Scott Mantie, (603) 271-3844, Scott.Mantie@doe.nh.gov

PROFESSIONAL DEVELOPMENT

A. Domestic Minor Sex Trafficking Symposium

Domestic Minor Sex Trafficking Symposium is being held Friday, November 14, 2014. This presentation will introduce attendees to domestic minor sex trafficking and ways to combat the issue. It will build knowledge of the vulnerabilities of at-risk groups, including neglected, abused, homeless, and runaway youth. It will explain what drives this crime, including buyer demand, pimp manipulation, and cultural facilitators. Finally, it will discuss ways to identify and rescue victims, and will highlight intervention strategies. The Symposium is being held from 8:30 a.m. - 4:00 p.m. at the Capitol Center for the Arts Concord. This event is free and CEU's available. To register go to www.events.unh.edu/RegistrationForm.pm?event_id=17078.

B. NH Transition Community of Practice Transition Summit

The New Hampshire Transition Community of Practice announces its eighth Transition Summit, taking place on November 18th, at the Grappone Conference Center, 70 Constitution Avenue, Concord, from 8:30 a.m. - 3:00 p.m. This year, the Transition Summit will focus on the importance of active student and family participation in all aspects of transition planning. Presentation topics will include Working Together ~ Creating a Plan ~ Achieving Outcomes and Next Steps. To register or for more information go to www.events.unh.edu/RegistrationForm.pm?event_id=16925.

DEPARTMENT STAFF UPDATES

Santina Thibedeau, Administrator for the Bureau of Special Education, has been elected as a member at large to the Board of the National Association of State Directors of Special Education (NASDSE). The Board provides guidance and direction on NASDSE. Santina has been the Administrator for the Bureau of Special Education for the last ten years where she has shown leadership in promoting best practices, providing training both regional and statewide, technical assistance as well as implementing state and federal statutes and regulations while striving to improve outcomes for students with disabilities. Within the last year, she assisted in obtaining two SAMHSA grants totaling 18.5 million over the next five years for school mental health. She can be reached at Santina.Thibedeau@doe.nh.gov or (603) 271-6693. For more information: <http://www.education.nh.gov/news/nasdse.htm>.

RESOURCES

A. Genetics Education Materials for School Success ("GEMSS for Schools")

GEMSS for Schools was developed by the New England Genetics Collaborative with the goal of promoting awareness of and education about genetic conditions. The Web site (www.gemssforschools.org) offers detailed information on a variety of conditions that you may encounter.

B. NH Coalition to End Homelessness

The NH Coalition to End Homelessness Web site (<http://home4hope.com>) is full of information regarding services for families experiencing homelessness.

C. Speak Up 2014 Is Now Open

This year's Speak Up annual surveys continue to pave new ground in education technology research by polling K-12 students, educators, administrators and parents about the use of mobile devices, online classes, games and digital content within learning. Based on last year's participants comments new topics have been added to the surveys to spark more conversation, such as Bring Your Own Device (BYOD), data privacy, student interest in programming and computing, and online assessments. To sign-up or for more information go to www.tomorrow.org/speakup/NewHampshire.html. Surveys are available until December 19, 2014.

Contact: Stan Freeda, (603) 271-5132, Stanley.Freeda@doe.nh.gov

OTHER

NH Excellence In Education “ED”ies Awards

The "ED"ies committee was established to provide a process that honors exemplary practices and excellence at the Elementary, Middle, and High School levels throughout the Granite State. The application process will help you and your school team engage in a collaborative and self-reflective dialogue focused solely on continuous improvement and excellence in education. The awards for the outstanding elementary, middle, and secondary schools are determined by criteria developed by the New Hampshire “ED”ies Board of Directors and applied by selection committees composed of experienced New Hampshire educators and community leaders. The committees study school applications and assess schools through on-site visitations. The selection committees determine if schools deserve recognition as schools of excellence, and the winners are announced at the annual New Hampshire “ED”ies Awards Celebration. The winning school at each level will receive state-wide recognition as the "ED"ies School of Excellence, \$2,000, a school banner, and a beautifully engraved school bell signifying excellence in education. For more information go to www.edies.org/application_info.htm.

Fishman Prize

Applications and nominations are now open for TNTP's \$25,000 Fishman Prize for Superlative Classroom Practice, which recognizes exceptional teachers working in high-poverty public schools. Fishman Prize winners participate in an intensive summer residency during which they reflect deeply on their classroom practice, explore the larger issues that shape their profession, and write a short paper on their teaching practices to share with other educators and leaders worldwide. The residency allows the winners to share their expertise with educators across the country without taking time away from the classrooms where they do their best work. You don't need to be nominated to apply for the Fishman Prize, but nominating is an easy way to show a teacher they matter. Take a few seconds right now to nominate a great teacher. The final deadline is December 16, 2014. For more information go to <http://tntp.org/fishman-prize>.

Presidential Awards for Excellence in Mathematics and Science Teaching (PAEMST)

Nominations for outstanding 7-12 grade mathematics and science (including computer science) teachers are now open for the 2015 awards. The PAEMST are the nation's highest honors for K-12 teachers of mathematics and science. Awardees serve as models for their colleagues, inspiration to their communities, and leaders in the improvement of mathematics and science education. If you know great teachers, nominate them to join this prestigious network of professionals. The deadline for nominations is April 1, 2015. The nomination form should be completed early enough to ensure that the nominated teacher is given enough time to thoroughly prepare an application that reflects exemplary teaching prior to the application deadline. Applications are due by May 1, 2015. For more information, visit www.education.nh.gov/recognition/math_science.htm.

Contact: Jiffi Rainie, (603) 271-7450, Jennifer.Rainie@doe.nh.gov

Guinness World Records Announces the 60 Years/60 Words Challenge

Guinness World Records is celebrating 60 years of record breaking by launching a national competition until December 1, 2014. Students are asked to pick their favorite Guinness World

Records record and in EXACTLY 60 words describe the record and why they picked it. Kids can create a poem, rap, song, video, poster, or short essay -- as long as it's PRECISELY 60 words! This program includes fun classroom activities that meet English Language Arts Common Core State Standards. The winner will earn a \$500 scholarship, have his/her picture featured in the 2016 Guinness World Records book, and receive a \$500 grant for his/her school.

Letters About Literature 2014

A \$1,000 cash award is the national prize in Letters About Literature, a writing contest sponsored by the Center for the Book in the Library of Congress and coordinated in New Hampshire by the Center for the Book at the New Hampshire State Library. To enter, readers in grades 4 -12 write a personal letter to an author, explaining how his or her work changed their view of the world or themselves. State winners will advance to national competition and the first-place winner for New Hampshire at each of three competition levels will receive a \$100 cash prize. Deadline for entries at Level III (grades 9-12) is December 15, 2014. All other entries must be postmarked by January 15, 2015. To obtain the required entry coupon visit <http://lal.nhbookcenter.org>. While you're there, sign up to get email updates on the NH competition and check out the complete entry guidelines and winning essays from previous years.

What's So Cool About Manufacturing? Video Contest

Aimed at introducing middle school students to advanced manufacturing, the What's So Cool About Manufacturing? Video Contest partners participating schools with a local manufacturer to produce a video that explores career opportunities in manufacturing, how the industry has changed and its importance to New Hampshire's economy as the state's largest industry. Students and their advisers can begin working with a local manufacturer on the video at the start of the 2014-2015 school year and must submit their projects by December 1, 2014. This initiative is a partnership with the Manufacturing Extension Partnership and the Governor's Advanced Manufacturing Education Council, and has the endorsement of the State Board of Education. Teachers interested in taking part can get more information on partnering with a local manufacturer, as well as video contest rules, at www.nheconomy.com/manufacturing-in-nh/videocontest.aspx or by contacting Lorna Colquhoun, Division of Economic Development at (603) 271-2341.

Girls Technology Day

The annual Girls Technology Day will be held at two locations this year. The first will be at NHTI, Concord's Community College on Wednesday, March 18th and the second at Manchester Community College (MCC) on Thursday, March 19th. This event is open to girls in grades 9 and 10 with an interest in the fields of technology. There will be hands on activities in Biotechnology, Computer Science, Electronics, and Engineering. If your school is interested in attending please e-mail school name, contact person, contact information (phone and email), approximate number of students interested, and preferred location (NHTI or MCC) to Melissa.Ritchings@doe.nh.gov.

High Technology Day

The eighth annual Explore High Technology Day will be held on Monday, March 16, 2015 at the University of New Hampshire. High technology drives the NH economy and the field plays a key role in state's ranking sixth in per capita income among the fifty states. An important factor in the success of NH's high-tech industry is the availability of a well-educated

workforce. The day will consist of five, 50-minute sessions. Come to as many or as few sessions as makes sense for your school. To register or for more information go to <http://cs.unh.edu/high-tech-day>.

HealthierUS School Challenge (HUSSC) Award Winners

Congratulations to Portsmouth Public Schools, specifically Dondero Elementary School, Little Harbour Elementary School and New Franklin Elementary School for all receiving a Bronze Award (and \$500!) for their efforts to create Healthy School Nutrition and Physical Activity Environments. For information on previous New Hampshire award winners, please go to: <http://origin.drupal.fns.usda.gov/hussc/healthierus-school-challenge-new-hampshire-award-winners>.

Contact: Cheri White, (603) 271-3646, Cheri.White@doe.nh.gov

Presidential Scholars Program

The Presidential Scholars Program was established by President Lyndon Johnson in 1964 and since that time has honored more than 6,500 outstanding high school seniors. Under the Executive Order establishing the Presidential Scholars Program, students are selected on the basis of outstanding scholarship. Until 2012 nominees have been invited to apply for Presidential Scholars recognition based solely upon SAT or ACT scores. For the 2015 program, the Presidentially-appointed Commission on Presidential Scholars is inviting each Chief State School Officer (CSSO) to nominate up to ten students, five male and five female, based on their outstanding scholarship and promise of future success.

We encourage you to nominate a student who, while demonstrating outstanding scholarship, might not otherwise be nominated through the current SAT/ACT or arts recognition processes. All high school seniors graduating between January and June of 2015, who are U.S. citizens or legal permanent residents, who attend public, parochial, or independent schools, as well as those who are home-schooled, are eligible. It may be helpful to consider the following questions as you contemplate the selection of your nominee:

1. What about the student makes him or her stand out as having outstanding scholarship?
2. What special challenges or hurdles has this student overcome while still achieving high academic success?

If you would like to nominate someone please submit a brief statement based on the information above to Lori Temple at lori.temple@doe.nh.gov, no later than Wednesday, November 12, 2014. Please include the nominees home address and the High School CEEB code.

For more information go to www.education.nh.gov/recognition/other.htm. To learn more about the U.S. Presidential Scholars Program and the Commission on Presidential Scholars please go to www.ed.gov/psp.

NH's Traditional Arts and Culture Survey

The Heritage & Traditional Arts Program of the NH State Council on the Arts is developing curriculum guides and lesson plans to help educators learn about NH's traditional arts and culture, and bring that knowledge into the classroom. They are looking for responses from educators in visual arts, music, theatre, PE, social studies, history, science, and classroom

teachers. They would like to know which curriculum resources you use regularly, and what resources can best support your teaching. To take the survey go to www.surveymonkey.com/s/2MGQCXH. For more information contact the Heritage & Traditional Arts Coordinator Julianne Morse at julianne.morse@dcr.nh.gov or (603) 271-0791.

2014 Ladybug Picture Book Award Voting Reminder

New Hampshire children, from preschoolers to third graders, are invited to vote for their favorite among the 10 titles nominated for the 2014 Ladybug Picture Book Award. If you would like to host a voting site you can find the details, including the list of nominated titles, at <http://ladybug.nhbookcenter.org>. For the 2014 award you may submit your votes either using the official 2014 Tally Sheet OR using the Online Tally Form. Votes must be received at the Center for the Book at the NH State Library by 4:30 p.m. on December 12, 2014. Sponsored by the Center for the Book at the New Hampshire State Library, the Ladybug Picture Book Award was established to promote early literacy and honor the best in recent children's picture books.